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## **MEMORANDUM**

**DATE:** March 12, 2019

**TO:** Hospital Licensing Board Members and Interested Parties

**FROM:** Karen Senger, RN, PSA  
Central Office Operations Supervisor

**SUBJECT:** Meeting Cancellation Announcement

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We regret to inform you that the rescheduled Hospital Licensing Board meeting has been **cancelled** for March 27, 2019. We regret any inconvenience this cancellation may have caused.

The Department is cancelling this meeting due to lack of meeting a quorum in order to hold a meeting. The next scheduled meeting is for Tuesday, May 21, 2019 from 10:00 a.m. to 12:00 p.m. locations of the video conference centers will be: 525 W. Jefferson St., 4<sup>th</sup> Floor, Springfield, 122 S. Michigan Ave, 7<sup>th</sup> Floor, Room 711, Chicago, and the Marion Regional Office.

Please make preparations to attend the next scheduled meeting and mark your calendar accordingly as there will be important Rule making items that need to be voted on by the Board. To ensure a quorum is met, the Department needs confirmation of attendance for this meeting within seven (10) business days of this email, COB by: **Tuesday, March 26, 2019**.

Please make sure to mark your calendar and plan on attending.

If you have questions regarding this or other scheduled meetings, please contact Elaine Huddleston at (217)782-0483.

KS/emh